

MINUTES - REGULAR COUNCIL MEETING

Tuesday January 13th, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor Chris Kresack
Councillor David Maxwell
Councillor Grant Arnold

ABSENT Councillor David Halvorsen

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:02 p.m.

Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

RESOLUTION 2026–001

Moved by: Councillor Arnold

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the agenda for the regular council meeting of January 13th, 2026, be approved as circulated.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

No declarations were made.

4. TOWN HALL SEGMENT

No members of the public had registered to speak.

5. DEPUTATIONS

No deputations were scheduled for this evening's meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – December 16th, 2025

Council present reviewed the minutes of the December 16th, 2025, Regular Council Meeting. No amendments were requested.

RESOLUTION 2026 - 002

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of December 16th, 2025, be approved as circulated.

CARRIED

AP SM

7. DISBURSEMENT LIST

7.1. Payroll Report

Council reviewed the payroll report. There were no questions for the Treasurer.

7.2. Payment Register

Council reviewed the payment register, including electronic bank payments and cheque disbursements. There were no questions for the Treasurer.

RESOLUTION 2026-003

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, cheque numbers 7691 to 7720, totalling \$189,211.31.

HR Assistant joined the meeting at 6:07 pm

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk advised the electric shovel used for facility snow clearing is no longer functioning. Public Works will purchase a replacement at an approximate cost of \$300. The belt on the snowblower in the Quonset Hut detached during heavy snow. Public Works attempted repairs but determined that the equipment required shop servicing. It has been sent out for repair. Applications for summer student funding have been submitted and Administration is awaiting results. The Emergency Management Program Committee meeting must be scheduled. The Clerk will circulate date options through a scheduling tool to coordinate attendance. Resources for the provincial Power Outage Safety 2025 Campaign were received. A recommendation was made to include the materials in the Township newsletter and on the municipal website as part of preparedness initiatives leading up to scheduled Emergency Management exercises.

ROMA delegations are in place for Infrastructure, Health, Finance and Emergency Preparedness, and that the Township has been added to Oliver Paipoonge's Ministry of Transportation delegation on January 19th. A briefing note has been provided to MTO in advance, with plans to seek a longer follow-up meeting after the conference.

The Clerk advised that registration is now open for the NOMA 2026 Conference. Council discussed potential attendance and providing a raffle prize.

8.2. Treasurer's Report

The Treasurer advised that North Rock has completed its portion of the 2025 Asset Retirement Obligation (ARO) work. MNP will now complete the accounting portion of the ARO, and the combined components will form the information required for 2025 audit compliance. The auditors will be onsite the last week of January to begin the 2025 audit.

Tax notices will be mailed at the beginning of February.

The Treasurer confirmed that AMO 2026 accommodations were secured on opening day due to extremely high demand. Two hotel rooms are reserved for the Mayor and Treasurer, with the option to assign a Councillor once availability is confirmed.

RP SM

8.3. Public Works Report

There was no report for this meeting.

8.4. Fire Chief's Report

The Fire Chief was unavailable due to work commitments. Mayor Maxwell delivered the departmental update. Training resumed following the holiday break, with two firefighters enrolled in FF1 and several in first responder training. The department experienced a quiet holiday season aside from a tractor rollover on Highway 11/17 on January 13, 2026, to which members responded.

A volunteer cleared access to the fire hall using an ATV and plow, and Public Works also improved access by widening the parking area and clearing the pathway from Ilkka Drive, so the volunteer can access the lot with their ATV. The Chief has identified bunker gear approaching end-of-life and is gathering information on replacement sourcing due to long order times from manufacturers.

Members conducted a gear review at the January 12 training session. The Chief is also seeking an alternate shallow-draft strainer for water access during summer drafting after debris was noted during pump testing.

8.5. Council Member Reports

Mayor Maxwell reported on rink flooding challenges over the holidays. Due to issues with Well #1 and Well #2, SASI Plumbing set up a system to draw water from the garage well to maintain the rink. Mayor Maxwell noted that Well #1 requires reconnection and assessment in spring and reported concerns regarding the freezer stored behind the generator gate and requested its removal in spring for safety.

Councillor Arnold reported attending the LRCA special meeting regarding provincial conservation authority restructuring. Early indications suggest that Northwest conservation authorities may not be required to amalgamate before the next election cycle. He also reported technical issues with his municipal laptop and will coordinate with the Clerk to resolve authentication problems. He will attend the District Health Unit meeting on January 21.

Councillor Maxwell reported that he had planned to complete the generator inspection but was delayed due to personal obligations; he will complete the inspection later in the month. He will attend the Thunder Bay District Municipal League meeting on January 21.

Councillor Kresack reported assisting with donation pickups for the Conmee Food Bank, including a donation transferred from the winner of the Odena Grocery Store's "12 Days of Christmas" fundraiser. The Food Bank meeting schedule has been set for the year, and Councillor Kresack requested a Food Bank door key to facilitate access for meetings.

At 6:55 pm Council stood down.

At 6:57 pm Council resumed.

8.6. Other Agencies' Reports

Council reviewed the reports included in the agenda package. The Clerk highlighted several items, including OHRC Truth and Reconciliation materials, NOMA press releases, and provincial safety initiatives. Council discussed a letter from Nuclear Free North encouraging municipalities

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to register as interested parties in the federal impact assessment for the proposed nuclear waste project. Council provided direction for Administration to register the Township as an interested party to receive updates and retain the option to provide comments in future review periods.

Council discussed correspondence from the Regional Food Distribution Association. After reviewing the Township's own food bank needs and the RFDA's limited role in supplying local food banks, Council did not issue direction to participate at this time.

Note: Council discussed the reports listed under Section 8; however, the resolution to formally receive the reports was not moved, seconded, or voted on during the meeting. A housekeeping resolution will be brought forward at the next Regular Council Meeting.

9. NEW BUSINESS

9.1 Rink Flooding Options Update Report

The Clerk summarized the challenges with Well #1, Well #2, and the temporary use of the garage well for rink flooding (Well #3). Well #1 requires reconnection and full assessment when conditions permit. Council directed Administration to obtain cost estimates in spring for reconnecting and rehabilitating Well #1, evaluating Well #3, and considering long-term solutions for rink and fire-service water access. Temporary winter operations will continue using the garage well.

9.2 Winter Roads Maintenance Standards, Timelines and Governance

The Clerk reviewed the Township's Winter Maintenance Policy and Minimum Maintenance Standards. Due to the complexity of the policy review and the absence of the Public Works Manager, Council deferred the discussion to the January 27, 2026 meeting. Council also discussed the need for a formal complaint-tracking policy and directed Administration to prepare a draft for review.

9.3 Asset Retirement Obligation Report – 2025 Update

Council received the North Rock report confirming completion of the field assessment portion of the ARO compliance requirements. No funding decisions were required at this stage.

9.4 MNP Asset Retirement

The Treasurer presented MNP's recommended approach for the financial reporting component of the ARO. Council selected the Modified Retroactive with Restatement method as recommended by the auditors.

9.5 Community Sign

The Treasurer presented three quotes for a new digital community sign. The preferred option included local installation support and offered the best long-term functionality. Council discussed potential funding sources including OPG Community Fund, OCIF, and possible grants.

10. BY-LAWS

There were no by-laws scheduled for consideration at this meeting.

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11. CORRESPONDENCE

11.1-1 Township of Nairn and Hyman – Support of Steel and Lumber Sectors

Council reviewed correspondence from the Township of Nairn and Hyman in support of Steel and Lumber Sectors. By consensus Council agreed to support the Township of Nairn and Hyman with respect to this resolution.

12. UPCOMING MEETING DATES

The list of upcoming regular Council meeting dates was available for review. No changes were proposed.

13. CLOSED SESSION

RESOLUTION 2026-004

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT, at 7:55 p.m., Council move into Closed Session pursuant to Section 239 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, to consider Item 13.1, being the Closed Session minutes of the Council meeting held December 16th, 2025, under the same authority as the original meeting; Item 13.2, involving personal matters about identifiable individuals and labour relations or employee negotiations, under paragraphs 239(2)(b) and 239(2)(d); Item 13.3, which contain confidential commercial and financial information supplied in confidence, under paragraph 239(2)(i); and to consider Item 13.4, being the Closed Session minutes of the November 20, 2025 TBDSSAB meeting for information, under the same authority as the original meeting.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2026-005

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 8:20 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2026-006

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on December 16th, 2025, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

Handwritten initials: "KD" and "SM" in the bottom right corner.

RESOLUTION 2026-007

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council authorize Administration to proceed with the selected vendor for the municipal sign project.

CARRIED

15. CONFIRMING BY-LAW

By-law 2026-001

RESOLUTION 2026-008

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

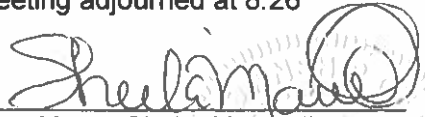
BE IT RESOLVED THAT By-law 2026-001 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2026-001, being a By-law to confirm the proceedings of this evening's meeting.


CARRIED

16. ADJOURNMENT

There being no further business to attend to, the Mayor declared the meeting adjourned at 8:26 pm.



Mayor Sheila Maxwell



Clerk Karen Paisley

